

**Submitted:** 5/1/2012  
**Jurisdiction:** St. Mary's County  
**Agency:** Detention Center  
**Division/Unit:** St. Mary's County Sheriff's Office Corrections Division

**Maryland State Archives**  
Edward C Papenfuse State Archives Building  
350 Rowe Boulevard  
Annapolis, MD 21401

**Certificate ID:** 322  
**MSA ID:** SE55-2435

**Page:** 1 of 1

## Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Inmate Records	C-911	1	2004	56 cu ft.	04/30/2012	Shredded
2	Post Log Books	C-911	2	2004	2 cu ft.	04/30/2012	Shredded
3	Computer Generated Reports	C-911	3	2004	2 cu ft.	04/30/2012	Shredded
4	Commissary Reports	C-911	4	2004	2 cu ft.	04/30/2012	Shredded
5	Monetary Banking	C-911	5	2004	10 cu ft.	04/30/2012	Shredded
6	Medical Records	C-911	6	2004	28 cu ft.	04/30/2012	Shredded
7	Miscellaneous	C-911	7	2004	2 cu ft.	04/30/2012	Shredded

### Destruction Certification

Mary Ann Thompson

**Signature**

Support Services Coordinator

**Title**

5/1/2012

**Date**